

**40.60. SIGN****40.60.05. Purpose.**

The purpose for regulating signs is to promote the neat, clean, orderly, and attractive appearance of the community, balance the need of signs with avoiding potential nuisances to nearby properties and conflicts with other signage, ensure safe construction, location, installation, and maintenance of signage, prevent proliferation of signs and sign clutter, and minimize distractions for motorists on public highways and streets. This Section is carried out by the approval criteria listed herein.

**40.60.10. Applicability**

1. Unless otherwise authorized by this Code, no person shall erect, install, construct, place, alter, change, relocate, suspend or attach any sign, except for maintenance of signs without first obtaining a permit from the City.
2. The following signs do not require permits:
  - A. Traffic and other government authorized signs, such as railroad crossing signs and notices, as may be authorized by the City.
  - B. Signs of public utility companies indicating danger, or which serve as an aid to public safety, or which show the location of underground facilities or of public telephones.
  - C. Signs not visible from public right-of-ways.

**40.60.15. Application.**

There is a single Sign application which is subject to the following requirements.

**1. Sign.**

- A. Threshold. An application for Sign permit shall be required when the following threshold applies:
  1. The erection, installation, construction, placement, alteration, relocation, suspension, attachment of any sign.

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- B. Procedure Type. The Type 1 procedure, as described in Section 50.35 of this Code, shall apply to an application for a Sign. The decision making authority is the Director.
- C. Approval Criteria. In order to approve a Sign application, the decision making authority shall make findings of fact based on evidence provided by the applicant demonstrating that all the following criteria are satisfied:
1. The proposal satisfies the threshold requirements for a Sign application.
  2. All City application fees related to the application under consideration by the decision making authority have been submitted.
  3. The proposal contains all applicable application submittal requirements as specified in Section 50.25.1 of the Development Code. [ORD 4265; September 2003]
  4. The proposed sign is in conformance with all requirements specified in Section 60.40 (Sign Regulations) unless the applicable provision has been subject of a Variance approval.
  5. The proposed sign is in conformance with the vision clearance standards specified in Section 60.55.50 (Intersection Standards).
  6. Applications and documents related to the request, which will require further City approval, shall be submitted to the City in the proper sequence.
- D. Submission Requirements. An application for a Sign shall be made by the owner of the subject property, or the owner's authorized agent, on a form provided by the Director and shall be filed with the Director. The Sign application shall be accompanied by the information required by the application form, and by Section 50.25 (Application Completeness), and any other information identified through a Pre-Application Conference.

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- E. Conditions of Approval. The decision making authority may impose conditions on the approval of a Sign application to ensure compliance with the approval criteria. In addition to imposing other conditions to ensure compliance with the approval criteria, the decision making authority may also impose the following conditions when applicable:
1. All signs, together with all of their supports, braces, guys and anchors, shall be kept in good repair and be maintained in a safe, neat, clean and attractive condition, free from rust, corrosion, peeling paint or other surface deterioration.
  2. Any sign structure or supports that are no longer in use shall be removed at the time of the structure or supports cease to be used.
  3. Compliance with the conditions of approval shall be met as long as the sign exists on the property.
- F. Appeal of a Decision. Refer to Section 50.60.
- G. Expiration of a Decision. Refer to Section 50.90.
- H. Extension of a Decision. Previous approval of Sign proposal shall not be extended.

